



# Deputy Manager

## Mid Sussex Supported Housing

### Job Details

**Ref: 1079**

Mid Sussex Supported housing provides accommodation to adults within Mid Sussex who have presented as homeless to Mid Sussex District Council or Crawley Council Borough Council. Within this service is a new scheme providing a high level supported service to a group of 6 former rough sleepers as part of Mid Sussex District Council's rough sleeper accommodation pathway.

#### Deputy Manager

#### Permanent

<b>Salary: £25,068 per annum as well as an enhancement of £8 for week nights, £21.60 for each full day of weekend cover and £24 for bank holidays for On-call</b>
<b>37 hours per week, based in Haywards Heath and home working</b>
<b>Annual Leave entitlement starts at 27 working days (pro rata)</b>
<b>Employer's pension contribution (the level of this is reviewed annually)</b>

We are seeking an experienced Deputy Manager to assist the Operational Manager in the day-to-day management of the Mid Sussex Supported Housing service. Responsibilities will include managing referrals, improving standards and performance, staff support and management and developing and maintaining effective working relationships with external and partner organisations. The Deputy Manager will also hold a small caseload, take responsibility for specific projects in agreement with the Operational Manager and deputise in their absence.

The post holder will be committed to delivering a high-quality service to vulnerable people using person centred and empowering approaches. They will have experience of supporting people with multiple and complex needs. They will be skilled at delivering and facilitating referral, assessment, support planning and case work management. A proven track record of monitoring and reporting on financial and performance targets is required along with the ability to support and promote staff wellbeing and work in partnership with health and social care organisations.

In return BHT Sussex offers a place to work which is committed to continuous improvement, supportive of personal and professional development and welcomes innovation.

Closing Date: 12 noon, Monday 16<sup>th</sup> May 2022

Interview Date: Wednesday 25<sup>th</sup> May 2022